



**United States
Office of Government Ethics**
1201 New York Avenue, NW., Suite 500
Washington, DC 20005-3917

November 8, 2001

MEMORANDUM

TO: 11th Annual Government Ethics Conference Attendees

FROM: Barbara A. Mullen-Roth
Associate Director
Education and Program Services Division

SUBJECT: Conference Information

Thank you for registering to attend the 11th Annual Government Ethics Conference, December 4-6, 2001 at the Cavalier Hotel in Virginia Beach, Virginia. This memorandum will serve as your final confirmation and provide additional conference information.

If you have not yet made lodging reservations, please contact the Holiday Inn Sun Spree Resort and advise the hotel that you are attending the Government Ethics Conference. Please note that, as stated in the initial conference announcement (September 27, 2001, DT-01-024), the reservation deadline for lodging is November 9, 2001. After that date, the hotel has not guaranteed the Government rate of \$55.

Conference Registration on Monday, December 3, 2001, will be located directly across from the hotel registration counter and will be open from 3:00 p.m. to 7:00 p.m. Hotel check in begins at 4:00 p.m. unless you have made arrangements directly with the hotel for earlier check in.

For your information, you will find attached a preliminary conference program, hotel information and a conference registration form to be used if you need to send substitute attendees.

If you need additional information, please contact Gwen Cannon on 202-208-8000, ext. 1173 or gcannon@oge.gov. We look forward to seeing you in December.

Attachments: [Hotel Information](#)
[Program at a Glance](#)